

Direct and Referrals- Services for Orgs

How to register your Organization and download the required software

What is Direct? Direct is a service for Mississippi Health Information Network (MS-HIN) healthcare providers and organizations that is a low cost way to enable simple, secure messaging statewide (and eventually nationally) - via a secure "health internet." *The initial goal is to quickly provide an alternative to mailing and faxing patient information between healthcare organizations and providers as well as help providers meet Stage 1 Meaningful Use requirements.*

What is Referrals? Referrals is an online service for providers to send and track referrals and patient care documentation electronically. *For better patient care and better data security, Mississippi's goal is to encourage all providers to join the MS-HIN referrals network. It will save clinics - administrative time and costs.*

Sign up Now! The service is being offered at no cost through December 31, 2012. Beginning January 1, 2013 a nominal annual membership fee of \$50.00 per registered ID address will be charged.

	Steps to Enroll & Activate the Service	Approx. Time Required
Preparation	<p>You will be able to obtain "one or more" - email addresses:</p> <ol style="list-style-type: none"> 1) Organization level – dept. addresses for provider relations, case management services, etc. (example: zzzz.casemgmt@ms-hin.medicity.net) 2) Providers (example: john.doe.md@ms-hin.medicity.net) <ul style="list-style-type: none"> • PLEASE NOTE: You will need to designate an User Admin who will be the individual responsible for the ongoing MS-HIN system administration functions (granting user access, user training, passwords, etc.) for your organization and staff. • PLEASE NOTE: The registration process will require you to submit basic online registration information. In addition to demographics, please be prepared to submit the Mississippi Medical License Number, Date of Birth, and Individual NPI number for associated provider(s) (MD, DO, NP, PA only) • PLEASE NOTE: Before downloading the software, validate the hardware requirements using the information on the following page. 	
Step 1 Call Support	<p>Before you begin, a MS-HIN Outreach Coordinator would like to review the enrollment options for creating MS-HIN addresses for your organization.</p> <p>Have your User Admin send an email to support@medicity.com or call 1-866-439-3446 and request a call back.</p>	15 minutes
Step 2 Enroll Online	<p>Have your User Admin go to www.ms-hin.ms.gov and select the "Enroll Here" tab. Follow the online directions and click submit. Your registration will be processed within 1-2 business days.</p> <ul style="list-style-type: none"> • PLEASE NOTE: Your User Admin will be able to register both your organization and associated providers during one registration process. If changes are needed after the initial registration, please contact support as outlined below. 	15-30 minutes
Step 3 Download Software & Submit Platform ID	<p>Once verified, you will receive an email from iNexxDeployment@medicity.com. The email will contain instructions and a link to download the software.</p> <ul style="list-style-type: none"> • Step-by-step user guides are available at http://education.inexx.com/index.html Select - iNexx Platform. • PLEASE NOTE: The final step will include emailing your Platform ID back to the iNexx deployment team at iNexxDeployment@medicity.com. 	15-30 minutes

<p>Step 4 Begin Using Direct & Referrals</p>	<p><u>Your software will be activated within 1 business day.</u> You are almost done! You will receive a final confirmation email with instructions and a link to all user guides.</p> <ul style="list-style-type: none"> Step-by-step user guides are available at http://education.inexx.com/index.html 	<p><u>15-30 minutes</u></p>
<p>Need Help with Steps 1-4?</p>	<p>Send an email to support@medicity.com or call 1-866-439-3446 to get help with your technical or training questions. A MS-HIN Outreach Coordinator will contact you.</p> <p>Or, visit www.ms-hin.ms.gov to review an online Direct and Referrals videos.</p>	

Hardware Requirements for Windows

The service requires an existing PC or server to host the software. This machine should be an “always on” system comprised of at least:

- Windows XP SP3, Windows 7, Windows Vista (not recommended), Windows Server 2003/2008
- Machine name must not contain special characters such as _ or &.
- Pentium 4 processor or higher
- 1 GB Free RAM for Windows XP or
- 2 GB Free RAM for Windows 7, Windows Vista (not recommended) and Windows Server 2003/2008
- 10 GB disk space (does not include the Operating System, this is for data storage only)
- Access to specific targets on the internet over ports identified (see list for each below)
 - https://*.novoinnovations.com (443)
 - <https://healthcaredatagrid.net> (443)
 - https://*.medicity.com (443)

Hardware Requirements for Mac

- Intel processor Macs only. PowerPC hardware is not supported.
- Mac OS X 10.5 or later
- Machine name must not contain special characters such as _ or &.
- 2 GB Free RAM (minimum)
- 10 GB disk space (does not include OSX, this is for data storage only)
- Access to specific targets on the internet over ports identified (see list for each below)
 - https://*.novoinnovations.com (443)
 - <https://healthcaredatagrid.net> (443)
 - https://*.medicity.com (443)